



THE GOVERNMENT OF THE
PROVINCE OF ALBERTA

Motor Vehicle Chauffeur's Manual

(REVISED JAN. 1, 1952)

General information required in connection with the driving of motor vehicles, as well as questions and answers which are to be used in the examination of applicants for chauffeurs' licenses.

HIGHWAY TRAFFIC BOARD
EDMONTON, ALBERTA



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Information in Connection with Chauffeurs' Licenses

Section 2 (a) of **The Vehicles and Highway Traffic Act** reads as follows:

APPLICATIONS FOR CHAUFFEUR'S LICENSES

Application for a chauffeur's license should be made to the Highway Traffic Board on forms provided for that purpose. Before granting the license the Board may require the applicant to take a written examination based on the operation of a motor vehicle, rules of the road, etc., and may require him to take such other tests as deemed necessary. In the case of an applicant for a license to drive a bus, livery or school van, the Board will require a Medical Certificate from a qualified medical practitioner in the province.

PHOTOGRAPHS REQUIRED

When making application for a chauffeur's license, the applicant must submit two photos. These photos should be taken within a period of not more than thirty days' previous to making application. These photos are used as identification on the chauffeur's license card, and should be approximately 1 $\frac{3}{4}$ " by 1" in size.

DRIVING AS AN OCCUPATION

The holder of a chauffeur's license should consider his occupation as a profession and should strive continuously to improve his efficiency. He should realize fully his responsibility for the lives of the passengers under his care and for the property of his employer as well as for the general public. He should familiarize himself with the provisions of **The Vehicles and Highway Traffic Act** and **The Public Service Vehicles Act**, and act in accordance therewith. He should realize that his license to act as a chauffeur is not a right but a privilege which may be cancelled unless he obeys the rules of the road and avoids becoming involved in accidents. Applicants for chauffeur's licenses should study carefully the instructions contained in this manual and be prepared to answer questions based thereon.

OPERATION

1. CARBON MONOXIDE.

The exhaust of every motor vehicle contains this deadly gas. It is odourless, colourless, and tasteless. The symptoms of carbon monoxide poisoning include a band-headache, dizziness or drowsiness, and nausea. At the first sign of dizziness or drowsiness when driving, stop and get out of your motor vehicle so as to get plenty of fresh air as this is a good antidote. Make sure that the exhaust-line from the manifold to the end of the tail-pipe is tight, and that the tail-pipe discharges the exhaust beyond the rear of the motor vehicle.

Never run the engine of your motor vehicle in a closed garage, and when driving do not close all of the windows of the motor vehicle but keep them open enough to give you plenty of fresh air. Also do not follow too closely another motor vehicle which has a smoking exhaust.

2. CURVES.

The momentum of a moving motor vehicle acts to keep it travelling in a straight line. When you go around a curve you change the direction of your motor vehicle and to do this you have to overcome the force of momentum, which in this case is called centrifugal force. If you drive a 3,000-lb. car around a curve with a radius of 500 feet at 20 miles per hour there is a centrifugal force of 156 pounds to overcome; at the rate of 40 miles per hour this force has increased to 624 pounds and at

60 miles per hour this force has grown to 1,404 pounds. Just as soon as centrifugal force becomes greater than the force of friction of the tires on the highway, the direction of the motor vehicle straightens out and an accident hazard is created.

Never enter a curve too fast, if you are compelled to jam on your brakes while in the curve your motor vehicle is harder to control, and liable to turn over, run off the road, or skid into oncoming traffic. The time to slow down for a curve is before you reach it, and if conditions permit you can, after you get into the curve at an easy speed, again open up your throttle gently, as you will find that your motor vehicle will take a curve better under power, provided that your speed is reasonable.

If on a dry surface your tires squeal when going into a curve it is a certain indication that you are travelling too fast; but do not rely upon the squeal of your tires to warn you, if the surface is wet or slippery. Be sure to always drive on the right-hand side of the highway and proceed at a speed at which you can come to a stop within the clear distance you can see ahead.

3. FOLLOWING OTHER VEHICLES.

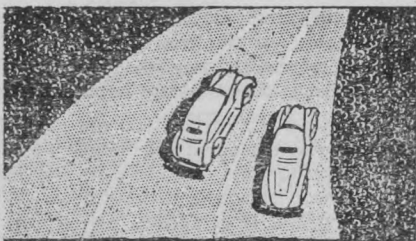
When following another vehicle it is always necessary to maintain a sufficient distance between your vehicle and the vehicle immediately in front of you. This will give you enough time and distance to enable you to bring your vehicle to a full stop safely.

It must be remembered that the greater the speed or the heavier the load, the greater must be the distance maintained between the two vehicles.

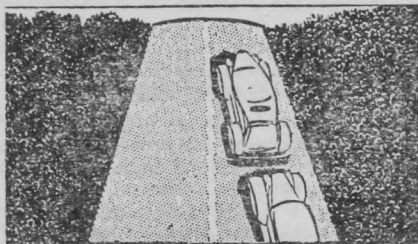
In heavy traffic in built-up areas, it is not always possible to allow as much space as may be desirable. To compensate for this lack of space, the speed of your vehicle must be reduced accordingly.

4. HILLS.

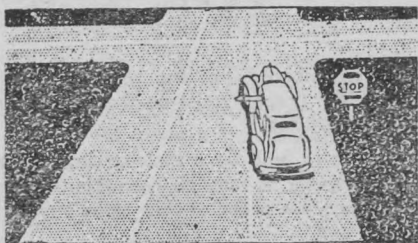
When you are approaching the crest of a hill you are driving blind, as you do not know what may be on the highway just over the crest. Always, therefore, approach the crest of a hill with caution and keep well on the right side of the highway. Never at any time attempt to overtake and pass another



Vehicles may be overtaken and passed only when, without doubt it is safe to do so.



Do not overtake or pass a vehicle on a hill. Your assured clear distance ahead ends at the top of the hill.



Drivers must come to a complete stop before entering "through" streets or a main highway.

Slow down at all narrow streets, blind corners, cross-roads, junctions and railway crossings. Do not proceed until a clear road.

motor vehicle near the crest of a hill. It requires patience to follow a slow-moving vehicle up a hill, but it is much better to do this until such time as you can see a safe distance ahead than to attempt to pass and become involved in a collision which may result in serious injury or death.

Stalling your motor vehicle when going up a hill creates an accident hazard not only to yourself but to others that may be following you. A common cause for stalling on a hill is not changing down to another gear soon enough. In order to avoid this, make a practice of changing down into second gear as soon as your speed drops below 20 miles per hour.

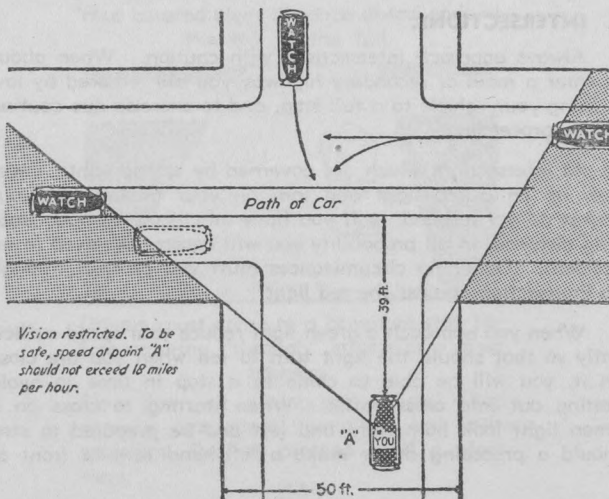
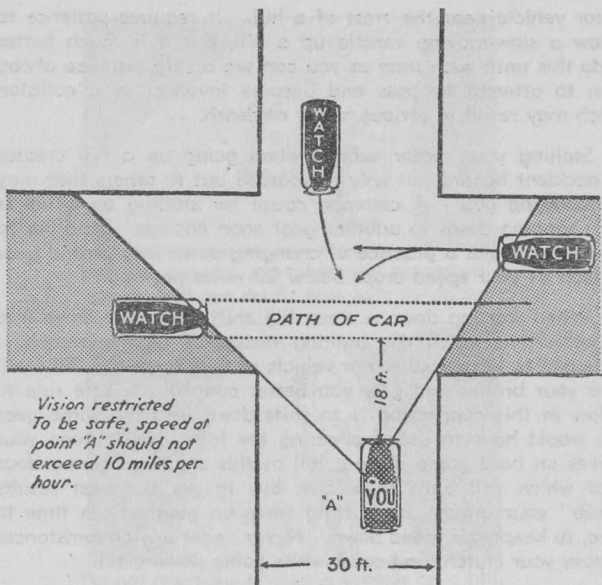
When starting down a steep hill shift your gear down into a position in which the braking resistance of the engine is sufficient to keep your motor vehicle at a safe speed. This will save your brakes and give you better control. A safe rule to follow in this connection is to shift down into the same gear you would have to use if climbing the hill. Never keep your brakes on hard going down a hill as this creates a tremendous heat which will burn them out, but to get the best results "snub" your brakes, by putting them on gently from time to time, to keep your speed down. Never under any circumstances release your clutch, and coast while going down a hill.

5. INTERSECTIONS.

Always approach intersections with caution. When about to enter a main or secondary highway you are required by law to bring your vehicle to a full stop, and to exercise due caution before proceeding.

At intersections which are governed by traffic lights, never rush up on a red light and jam on your brakes. If your brakes do not respond, or if you have miscalculated your stopping distance, in all probability you will become involved in an accident. Under no circumstances must you proceed through an intersection against the red light.

When you approach a green light reduce your speed sufficiently so that should the light turn to red when you are close on it, you will be able to come to a stop in time to avoid getting out into cross-traffic. When starting to cross on a green light look both right and left and be prepared to stop should a preceding driver make a left-hand turn in front of



you. Never overtake and pass another motor vehicle within an intersection. Always have your motor vehicle under control when approaching intersections, whether governed by traffic lights or not, and be prepared to stop should the necessity arise.

6. LIQUOR.

The penalties for driving a motor vehicle while intoxicated are severe.

Section 124 (a) (2) of the Vehicle and Highway Traffic Act provides for a suspension of a driver's or chauffeur's license for a period of twelve months of any person found guilty of operating a motor vehicle while intoxicated, contrary to the provision of Section 285(4) of the Criminal Code of Canada.

No person is ever immune to the effect of alcohol. The use of alcohol will handicap one's driving ability under all circumstances to a lesser or greater degree. The faculties of clear thinking, sound judgment, and alert action are impaired in that it gives a false sense of security and exhilaration while at the same time it slows down one's reaction time and distorts one's judgment of distance and speed.

But above all, alcohol undermines one's sense of responsibility. The practice of driving after drinking is extremely unsound. It will pay to remember the time-worn slogan: "IF YOU MUST DRIVE, DON'T DRINK; AND IF YOU MUST DRINK, DON'T DRIVE."

7. NIGHT DRIVING.

The number of fatalities per motor vehicle accident taking place during the hours of darkness is more than twice the number of fatalities per motor vehicle accident taking place during daylight. The reasons: First; driving at a speed at which the motor vehicle cannot be stopped within the range of vision of the driver—in other words, "over-driving your vision"; second; blinding head-light glare of other motor vehicles.

Irrespective of how well a driver may operate a motor vehicle during daylight, just as soon as darkness comes he has a different type of driving to contend with—distances do not appear the same, objects take on new shapes, vision is confused

with lights and reflections and reduced considerably. The headlights of motor vehicles coming towards him, particularly where there is quite an amount of traffic, put a strain on his nervous system which reduces his efficiency.

Under a sudden blaze of light the pupil of the eye immediately contracts, but as soon as the bright light has passed the pupil does not immediately expand, and it is some time before normal vision is regained. After a driver has passed a pair of brilliant headlights he is practically blind for a period of time, and during that time the faster he is travelling the more distance he covers and if, within that distance, there is a pedestrian or other object immediately ahead of him on the highway it is very probable that he will not see them until too late to be able to avoid them.

As an example of the expansion and contraction of the pupil of the eye, no doubt you have at some time gone into a darkened theatre in the daytime. If so, you will remember that after going in from the daylight outside, you were almost blind for a period of time until the pupil of your eye expanded. Then, when coming out into the daylight again your eyesight was only blurred for a brief period.

EXCESSIVE SPEED AT NIGHT INVITES DISASTER

Good drivers make sure that the headlights of the motor vehicles they are driving are in good working order, properly focused and aimed, and that the tail light, stop light, and reflectors are clean and in good condition, for at night there is danger from behind as well as in front.

Every driver should know approximately how far the right wheels of his motor vehicle are from the right hand edge of the highway. In order to obtain this information place your motor vehicle parallel to the right hand edge of the highway with the right wheels about 18 inches away from it. Then sit in a normal driving position behind the steering wheel and take a mental note of where the right hand edge of the highway ahead of the motor vehicle is in relation to the radiator cap or ornament. When you are driving at night and a motor vehicle with brilliant headlights approaches you, focus your eyes upon

the radiator cap or ornament of your motor vehicle and you will be able to see the right-hand edge of the road ahead quite clearly and, by knowing the relation of the edge of the road with the radiator cap or ornament, you will be able to keep safely on your own side without the danger of running off the road or swerving in towards the oncoming motor vehicle.

8. OVERTAKING AND PASSING.

Skilful driving, good judgment, and patience are three requisites which are necessary when overtaking and passing other motor vehicles on highways, particularly where there is a fair amount of traffic. As soon as there is a suitable clear space ahead, and you have made certain you are not being overtaken by another motor vehicle, give the proper signal, sound your horn, and accelerate and pass. After passing, do not turn back on to your own side of the road, ahead of the motor vehicle you have passed, until you can see it in your rear-view mirror. Never attempt to pass another motor vehicle on a curve or on a hill where you have not got a clear vision to carry out your intentions safely or where the same is not permitted by law as indicated by highway markings. To overtake and pass another motor vehicle safely, one must have plenty of room and clear visibility.

If another motor vehicle wishes to pass you, do not increase your speed, but be courteous and allow it to pass.

Always remember that the clear distance required to pass another motor vehicle depends upon the speed of the car you are passing, and, should another motor vehicle be approaching, upon its speed also. Be sure never to take a chance.

9. PARKING.

Parallel.—To park a motor vehicle parallel with the curb, between two other motor vehicles already parked, the following procedure should be followed:

- (a) See that the space vacant is at least $1\frac{1}{2}$ times as long as your motor vehicle.
- (b) Slow down gradually after having looked into your rear-view mirror to see that this can be done safely, and signal your intention to stop.

Fig. 1

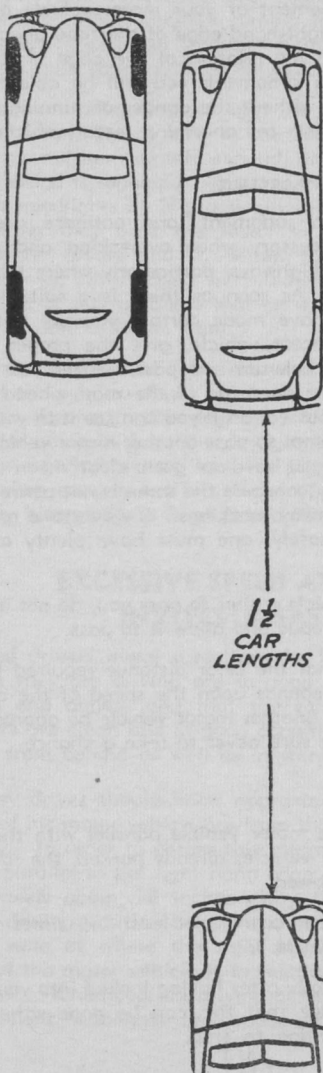


Fig. 2

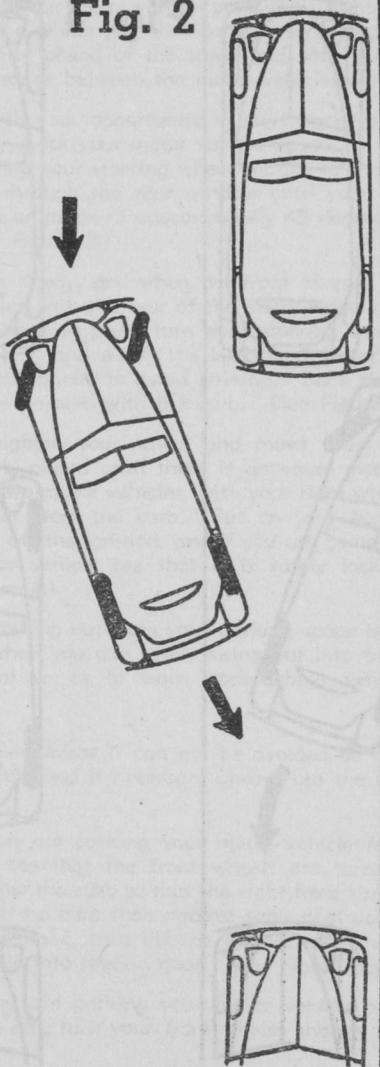


Fig. 3

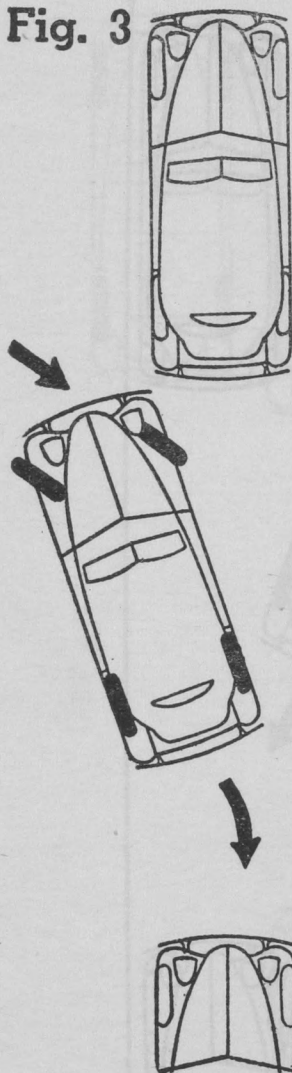


Fig. 4



- (c) Drive your motor vehicle parallel with the motor vehicle behind which you wish to park, and stop even with or slightly ahead of the same and with about 18 inches clearance between the motor vehicles. (See Figure 1.)
- (d) Watch your opportunity to start backing-in, and when clear, back your motor vehicle slowly, at the same time turning your steering wheel sharply to the right, watching through the rear window until your motor vehicle is at an angle of approximately 45 degrees to the curb. (See Figure 2.)
- (e) Back slowly, and when the front of your motor vehicle is even with the rear of the motor vehicle behind which you wish to park, turn your steering wheel sharply to the left, and watch the left rear bumper of the motor vehicle ahead to avoid striking. Back slowly until you come parallel with the curb. (See Figure 3.)
- (f) Straighten your wheel and move your motor vehicle slowly ahead until there is an equal distance between the two motor vehicles, with your right wheels about six inches from the curb. Put on your hand brake and turn off the ignition, and if you are going to leave your motor vehicle see that it is safely locked up. (See Figure 4.)

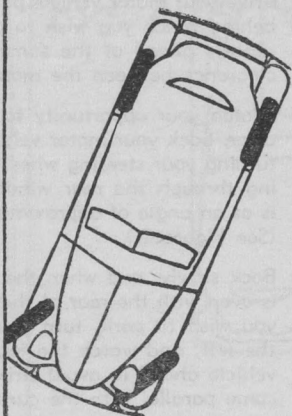
Before coming out from your parking space be sure to look back, and when you can safely swing out into traffic give the proper signal so as to warn approaching vehicles of your intention.

On Hills.—Unless it can not be avoided do not park on a hill, but if you find it necessary always use the following precautions:

- (a) If you are parking your motor vehicle facing down a hill, see that the front wheels are turned in sharply against the curb so that the right front tire rests against it. If no curb then against some obstruction. Set the hand brake, turn off the ignition and put your motor vehicle into reverse gear. (See Figure 5.)
- (b) If you are parking your motor vehicle parallel facing up a hill, turn your front wheels sharply to the left so

Fig. 5

Up - HILL



Down - HILL

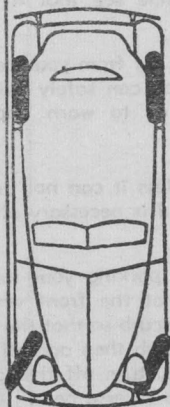
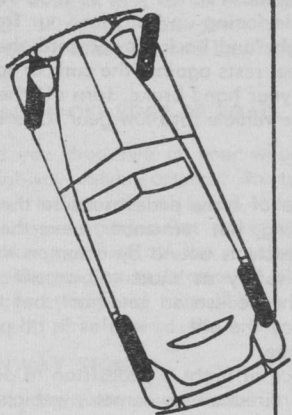
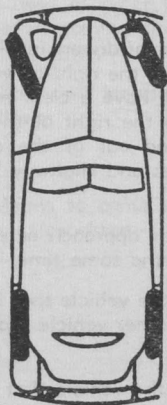


Fig. 6



↑
Up - HILL



↓
Down - HILL

that the rear of the right front wheel rests against the curb or some other obstruction. If parking your motor vehicle at an angle facing up hill turn your front wheel sharply to the right and back slowly until the back of the right rear wheel rests against the curb or some other obstruction. Set your hand brake, turn off the ignition, and put the motor vehicle into low gear. (See Figure 6.)

10. PEDESTRIANS.

The utter indifference of some pedestrians to the value of their own life is astounding, but remember, nevertheless, that the driver of a motor vehicle is bound by common decency to protect the pedestrian's safety as much as possible. If the driver hits a pedestrian the pedestrian gets hurt, but the driver will most likely have to pay the bill, as well as in all probability have to face a court charge.

On a dark road surface at night a pedestrian in dark clothing walking in the same direction as a motor vehicle is going cannot be seen by the driver under normal conditions until approximately 100 feet from the motor vehicle, and if the motor vehicle is being driven much over 30 miles per hour it is impossible, under average conditions, to bring it to a stop before reaching him.

11. RIGHT-OF-WAY.

One of the larger groups of drivers involved in accidents has been those who did not have the right-of-way. It is important, therefore, that every driver have a clear meaning of the term "Right-of-Way". Keep to the right of the highway. Do not take your half of the road out of the centre of the road. Sections 51 of The Vehicles and Highway Traffic Act reads as follows:

51. When two vehicles approach or enter an intersection at approximately the same time,—
 - (a) the driver of the vehicle that is to the right of the driver of the other vehicle shall have the right-of-way; and
 - (b) the driver of the vehicle that is to the left of the driver of the other vehicle shall yield the right-of-way to the other vehicle;

except as provided in this part.

It is not always wise to insist on your right-of-way. Drive carefully at all times, slow down at intersections and watch the driver of the other car and be prepared for any wrong move on his part.

12. RUNNING OFF EDGE OF ROAD.

Should you drop two of your wheels off the hard surface of the highway never attempt to turn back sharply while travelling at a fast rate of speed, nor jam on your brakes, as this may cause your motor vehicle to skid or turn over. Instead, take your foot off the accelerator, leave the clutch in and allow the engine resistance to slow you down to a safe speed before attempting to pull back on the road. This also applies to soft shoulders of the highway.

13. HIGHWAY SIGNS.

Highway signs are erected after careful study for the safety of yourself and others, and if you form the habit of obeying them, whether you think they are necessary or not, you can rest assured that you can save yourself trouble. It is far better to be safe than sorry.

All drivers should familiarize themselves with the different shapes of the signs used in order that they may be able to govern themselves before coming close enough to read the lettering or symbol on the same.

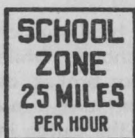
The more commonly used standard warning signs and their meanings are as follows:



Means to come to a full stop, not to only slow down.



Means a railway crossing. Slow down, listen and look both right and left before proceeding to cross the railway tracks. Busses and trucks must come to a full stop.



Means a school zone. Watch out for children and keep your speed down to 25 miles per hour.



Means a left-hand curve. Slow down and keep on your own side of the road.



Means a right-hand curve. Slow down and keep on your own side of the road.



Means a left-hand turn. Slow down and keep on your own side of the road.



Means a right-hand turn. Slow down and keep on your own side of the road.



Means a left-hand reverse curve. Slow down and keep on your own side of the road.



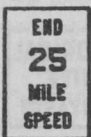
Means a right-hand reverse curve. Slow down and keep on your own side of the road.



Through intersection. Slow down, keep on your own side of the road and use caution.



Means speed limit zone of 25 miles per hour. Motor vehicles not to be driven faster than 25 miles per hour while in same.



Means end of speed limit zone of 25 miles per hour, normal speed may be resumed.

Various Other Precautionary Road Signals

**CAUTION
HILL**

**WINDING
ROAD**

**DO NOT PASS
ON HILLS
OR CURVES**

**SAFETY FIRST
STOP**
ALL TRAFFIC
MUST STOP
ON ENTERING
MAIN HIGHWAY

**KEEP
TO
RIGHT**

**STOCK
CROSSING
200YARDS**

**JUNCTION
WITH NO.
200YARDS**

**DRIVE
CAREFULLY
BRIDGE**

**TRACTORS
WITH LUGS
PROHIBITED**

**TRUCKS
40
MILES
PER HOUR**

**HISTORICAL
SITE
200YARDS**

14. SKIDDING.

Driving over slippery or rough surfaces, rounding a curve at a high speed, or jamming on brakes which are not properly equalized is liable to cause skidding. When your motor vehicle starts to skid do not throw your clutch out and jam on the brakes, but instead turn your front wheels toward the direction of the skid, leave your clutch engaged and take your foot off the accelerator, allowing your motor vehicle to slow down with the resistance of the engine. As your motor vehicle straightens out also straighten out your front wheels to avoid coming into a skid in the opposite direction. (See Figure 7 and 7A.)

15. SPEED.

Excessive speed is a major factor in causing accidents. At 30 miles per hour you are travelling 44 feet per second and at 60 miles per hour 88 feet per second. Any normal person would not think of driving off the top of a 10-storey building with a 120-foot drop to the ground, and yet the impact of a motor vehicle travelling at 60 miles per hour is the same as if it had been dropped from a height of 120 feet. Is there any wonder, therefore, at the damage caused by the impact of the motor vehicle travelling at this speed.

The energy exerted by a motor vehicle travelling at 60 miles per hour is not three times that of a motor vehicle travelling 20 miles per hour, or twice that of a motor vehicle travelling 30 miles per hour, but is nine times that of a motor vehicle travelling 20 miles per hour and four times that of a motor vehicle travelling 30 miles per hour. Energy does not increase equally with the speed, it increases as the square of the speed. It is well to keep this in mind, and drive only at a speed at which you can stop within the clear distance you can see ahead. Particularly is this applicable to night-driving when your vision is restricted. (See Figure 9 for speed in relation to stopping distance.)

From the angle of cost, high speed is very expensive. The higher the speed the less mileage will be obtained per gallon of gasoline, you will use a great deal more lubricating oil, tires will wear out faster, and the depreciation of your car will be greater.

Fig. 7

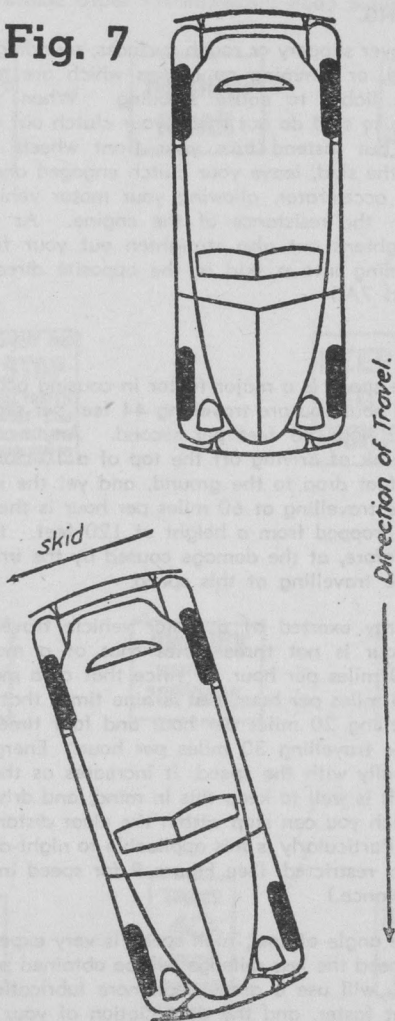
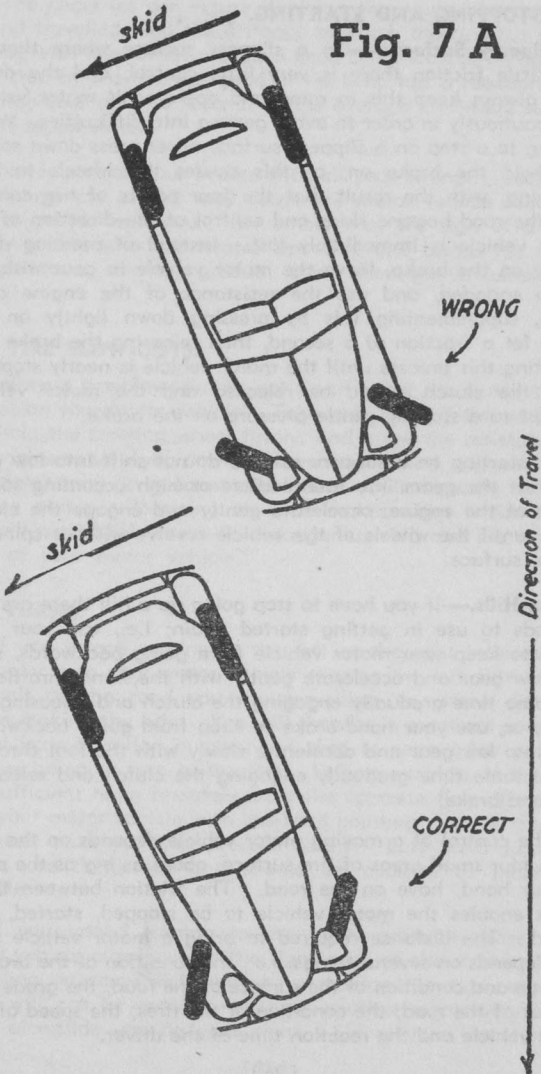


Fig. 7 A



16. STOPPING AND STARTING.

Slippery Surfaces.—On a slippery surface where there is very little friction there is very little control, and the driver must always keep this in mind and operate his motor vehicle very cautiously in order to avoid getting into difficulties. When coming to a stop on a slippery surface never press down solidly and hold the brake on, as this causes the wheels to stop revolving, with the result that the four points of tire contact with the road become skids and control of the direction of the motor vehicle is immediately lost. Instead of pressing down solidly on the brake, leave the motor vehicle in gear with the clutch engaged, and use the resistance of the engine as a brake, supplementing this by pressing down lightly on the brake for a fraction of a second, then releasing the brake and repeating this process until the motor vehicle is nearly stopped, when the clutch should be released and the motor vehicle brought to a stop by gentle pressure on the brake.

In starting on a slippery surface do not shift into low gear but shift the gears into intermediate or high according to the power of the engine, accelerate gently and engage the clutch slowly until the wheels of the vehicle revolve without spinning on the surface.

On Hills.—If you have to stop going up a hill there are two methods to use in getting started again; i.e., use your foot brake to keep your motor vehicle from going backwards, shift into low gear and accelerate gently with the hand throttle, at the same time gradually engaging the clutch and releasing the brake, or, use your hand-brake to keep from going backwards, shift into low gear and accelerate slowly with the foot throttle, at the same time gradually engaging the clutch and releasing the hand brake.

The control of a moving motor vehicle depends on the grip which four small areas of tire surface, about as big as the palm of your hand, have on the road. The friction between these points enables the motor vehicle to be stopped, started, and turned. The distance required to bring a motor vehicle to a stop depends on several things: i.e., the condition of the brakes; the type and condition of the surface of the road; the grade and contour of the road; the condition of the tires; the speed of the motor vehicle and the reaction time of the driver.

The chart (as per Figure 8) shows the number of feet per second travelled, and the distance in which the average motor vehicle with four-wheel brakes in good condition can be brought to a stop by the average good driver (who has a reaction time of three-quarters of a second) on the average level-road surface at the speed stated.

Never jam on your brakes with all your strength, except in an emergency, as this may cause the motor vehicle following you to collide with you. Remember that the sign of a good driver is one who accelerates smoothly and brings his motor vehicle to a smooth, gradual stop whenever circumstances permit.

17. TIRE BLOW-OUTS.

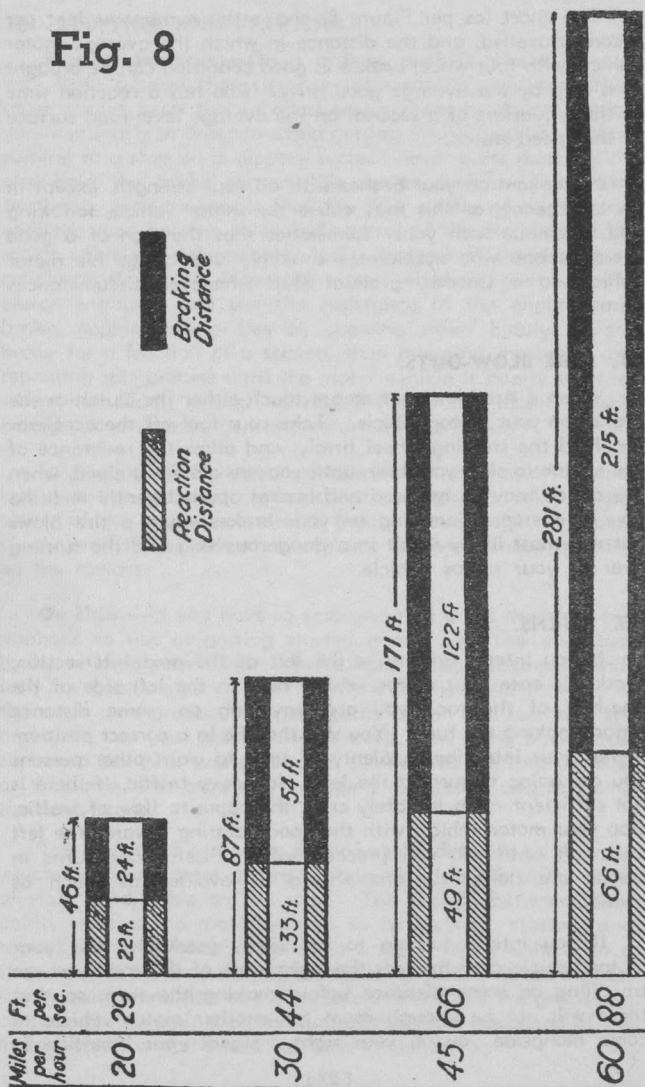
When a tire blows out do not touch either the clutch or the brakes on your motor vehicle. Take your foot off the accelerator, hold the steering wheel firmly, and allow the resistance of the engine to slow you down until you are almost stopped, when the clutch may be released and brakes applied gently to bring you to a stop. Jamming on your brakes when a tire blows out will most likely result in a dangerous skid and the turning over of your motor vehicle.

18. TURNS.

If you intend turning to the left at the next intersection, gradually ease your motor vehicle over to the left side of the one-half of the road you are travelling on, some distance before making the turn. You will then be in a correct position. Signal your intention in plenty of time to warn other persons you are going to turn to the left. In heavy traffic, if there is not sufficient room to safely cross the opposite flow of traffic, stop your motor vehicle with the hood pointing towards the left and wait until you can proceed safely. Left hand turns in traffic are dangerous and should be avoided as much as possible.

If you intend turning to the right, gradually ease your motor vehicle over towards the right edge of the road you are travelling on some distance before making the turn, so that there will not be enough room for another motor vehicle to come alongside you on your right. Signal your intention in

Fig. 8



plenty of time to warn other persons that you intend to make a right hand turn. Use care and make your turns slowly.

19. VISION.

One of the requisites of safe driving is good vision. It is, therefore, imperative that you keep your wind-shield free from dust, dirt, etc., and in such a condition that your vision is at all times clear and unobstructed. By having two wind-shield wipers on your wind-shield you will find that it will enable you to obtain vision to your right as well as straight ahead while driving in wet weather, which is absolutely necessary when approaching intersections, etc.

It is also necessary that you have a good rear view mirror, so mounted that you can see the highway to the rear of your motor vehicle from your driving position, in order to protect yourself from following traffic.

HINTS ON CAREFUL DRIVING

A Summary of the Chief Points a Motor Driver Must Know.

You MUST . . .

- (1) Keep to the right when meeting other vehicles.
- (2) Not drive a motor vehicle whilst under the influence of liquor, nor in a reckless manner.
- (3) Never obstruct the highway, nor wilfully hinder free passage of other traffic.
- (4) Give audible warning of approach whenever necessary.
- (5) Stop on signal or request of constable in uniform or person in charge of horse.
- (6) Secure car against being started, if left unattended.
- (7) Carry your chauffeur's license card when driving. Produce it to constable on demand. Never lend it to anyone else.
- (8) See that your vehicle carries correct registration marks, properly visible.

- (9) Carry proper lights during hours of darkness.
- (10) Know speed limits.
- (11) Stop in event of accident and give name and address of driver and owner on demand, and in the case of an accident causing any injury to person or property, report the accident as soon as possible to a police officer or constable.
- (12) See that brakes, steering wheel and lights are in good condition.
- (13) Use your horn with discretion. Remember, your horn is a warning, not a command. You have only equal rights on the road with every other class of user.

CARDINAL RULES FOR SAFE DRIVING

- (1) Always keep your eyes open and your wits alert.
 - (a) Undivided attention must be given to the task of driving a car.
 - (b) More accidents are due to carelessness, impatience and thoughtlessness than ignorance.
 - (c) Use common sense to ensure safe driving and do not drive recklessly.
- (2) **Courtesy**—Always drive as you would want others to drive.
- (3) **Safety First**.—The most important principle of the road.
 - (a) Do not cut in. Indiscriminate cutting in or out of the traffic is one of the greatest dangers of the road.
 - (b) Do not assume that the road is clear, nor overtake at corners, bends, cross-roads, road junctions, arched bridges or humps in the road, or anywhere without the certain knowledge of a clear road.
 - (c) Do not drive so that you cannot pull up clear of any possible danger, or assume that your warning signal is heard, if no notice is taken of it. Either your first warning may not have been heard, or the driver ahead may be in a better position to see something which might make it unwise for you to overtake.

- (d) Do not descend hills too fast. When descending hills, give proper consideration to ascending horse-drawn vehicles; also, when ascending hills, remember that descending traffic has more difficulty in slowing up or stopping.
- (e) Do not reverse out into a main highway until you know that all is clear.
- (f) Draw up at the near side of the road, with the flow of the traffic, and not against it. At night, especially, a motor vehicle should never be drawn up on the wrong side of the road.

CONTROL

(1) Always keep yourself and your vehicle in safe driving condition.

- (a) Be completely master of your vehicle.
- (b) Do not drive if you are not physically fit to do so.
- (c) Frequently inspect your vehicle.
- (d) Always keep your brakes and steering wheel in faultless condition.
- (e) Keep your lamps in good order and lights properly focussed.

(2) Frequently inspect brake and steering connections and see that all are secure. Occasionally test the alignment of the wheels. Renew brake linings with suitable material before they become too worn.

DANGER

Always Anticipate Danger.

- (a) Do not imagine that people—especially children—or animals can always be trusted to do the sensible thing.
- (b) Be prepared for anyone else on the road doing the wrong thing.
- (c) Beware of pedestrians stepping suddenly off the footway or curb. Many pedestrians leave the footway or curb with their backs to oncoming traffic, and without first

looking out for traffic. They may also emerge suddenly from behind or from in front of other moving or stationary vehicles. Sometimes in avoiding another vehicle, a pedestrian will step right in your path. Against all such contingencies the safe driver must be perpetually on guard.

- (d) Do not drive fast past schools or in school zones or populous districts.
- (e) Beware of vehicles suddenly turning out of their line of traffic.
- (f) Never turn into or out of any road, or cross any important road except dead slow (that is, so that you can pull up at once) unless you can see that all is clear.
- (g) Respect safety of school children entering or leaving school buses.

SIGNALS

Learn, give and obey the recognized traffic signals.

- (a) Do not slow down, stop, turn or cross to the opposite side of the road without endeavoring to show your intention to following traffic by giving the recognized signal in ample time.
- (b) Signals by means of the hand and arm shall be given from the left side of the vehicle.
- (c) Extending the hand and arm horizontally from and beyond the left side of vehicle indicates the intention to turn to the left.
- (d) Extending the hand and arm upward and beyond the left side of the vehicle indicates the intention to turn to the right.
- (e) Extending the hand and arm downward from and beyond the left side of the vehicle indicates the intention to stop or suddenly decrease the speed.
- (f) Signals may also be given by means of an approved signalling device.
- (g) Always look out for and promptly obey police signals and traffic signs.

GENERAL

1. Never crowd another motor vehicle. You expect a fair share of the road. Give the other person a fair share.

2. Take pride in your motor vehicle and keep it in good mechanical condition, particularly in respect to brakes, lights, tires, wind-shield, and steering mechanism. Treat it right by driving it sensibly and you will be well pleased with the result.

3. Should you have to stop for any reason, pull off the main travelled portion of the highway, as to stop on the same creates an accident hazard both to yourself and to others. Never stop or park on or near a curve or at or near the crest of a hill.

4. Never under any circumstances throw any lighted cigarette or cigar, embers from your pipe, or any lighted material out of your motor vehicle while on the highway, as a careless action of this nature often results in a disastrous fire.

5. If you are proceeding across a railway crossing, particularly after stopping, never change your gears while crossing the tracks, as there is a possibility you may stall your motor vehicle. Many people have lost their lives through making this mistake.

6. Give full and individual attention to your driving. If you want to enjoy the scenery or "window shop"—park your car.

7. Know your stopping distance at all times. Reasonable speed in fair weather or on a dry surface may be dangerous in rain or snow or during darkness.

8. Don't insist on your "right-of-way". Your life and your health are much more important.

9. Watch the car ahead and don't follow too closely.

10. Never pass another vehicle on a hill or curve or at any point where the view is obstructed. You might just as well drive blindfolded.

11. Slow down at crossings, street intersections, schools and when passing parked cars. A few seconds lost may save a lifetime of regret.

Hand Signal Shall Be Given from the
Left Side of the Vehicle.

ILLUSTRATION

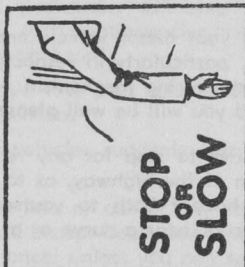
No. 1



No. 2



No. 3



The Man Behind Can't Read Your Mind. SIGNAL!

(Chapter 62—1938—O.C. 542/39).

The above are the generally recognized signals.

12. Observe road signs and signals. They have a definite purpose—to prevent accidents.

13. Be particularly careful when passing pedestrians or cyclists. Get your foot on the brake, then sound the horn if it is absolutely necessary.

14. Never drive after drinking. Alcohol has a habit of giving a false sense of security and exhilaration, while at the same time it affects your reaction time, and warps your judgment of distance and speed. The same amount of liquor which may completely upset one person may have no outward effect on another person, so that any person who does not know at what point liquor affects his driving should never drive after having partaken of any.

15. Do not drive with blinding lights. You are liable to be prosecuted for failing to dim your lights.

16. Do not race for an intersection and then stop suddenly—brakes have been known to fail.

17. Do not back up without looking—there might be someone there.

18. Do not allow your vehicle to be driven by anyone else who does not have an operator's license—your vehicle is your responsibility.

19. Do not drive without your chauffeur's license on your person—you may be asked for it. Carry your chauffeur's license card with you at all times, and avoid inconvenience and prosecution.

20. Keep a safe, clear stopping distance ahead of you. Something unexpected might happen to the vehicle ahead.

21. If you stop to think you will think to stop.

22. It is the duty of a motorist entering a highway from a side road to definitely stop and look both ways before starting again.

23. Always keep your plates clean.

No one can be considered a real driver unless his traffic habits include care, courtesy and common sense as fundamentals for safety.

No method of approach to the traffic problem will bring more beneficial results than your observance of the foregoing rules.

Observe Laws and Save Lives

DRIVING IS NOT A RIGHT BUT A PRIVILEGE WHICH CAN BE REVOKED FOR ANY GOOD REASON

Improved roads and the increasing volume of fast traffic have added to the responsibility of every user of the highway to conform to rules of safe behaviour at all times.

This pamphlet is made available in an effort to promote safer conditions on our streets and highways, and it will fulfill this purpose just to the extent that you as an individual are willing to observe the rules suggested.

With this in mind, we trust we may have your co-operation in our efforts to reduce the waste of life, health and property resulting from motor vehicle accidents.

Examination Questions for Chauffeur's Licenses

Following is a list of questions, with correct answers given in each instance. Each written examination for motor vehicle drivers will contain twenty questions selected at random from this list. The questions for these written examinations are compiled in series of ten, each of which contain a different combination of questions. Incorrect answers to more than five questions on any one examination will be considered as a failure, in which case the applicant will be required to study this manual and complete a different examination:

-
1. Does the owner-operator of any Public Service Vehicle require a chauffeur's license in order to drive the same?

Ans.—Yes.

2. Is the applicant required to present a medical certificate for driving a bus, livery, taxi cab or school bus?

Ans.—Yes.

3. How old must you be in order to obtain a chauffeur's license.

Ans.—18 years or older.

4. When does a chauffeur's license expire?

Ans.—The thirty-first day of March.

5. Must a chauffeur return his last year's license when making application for a renewal of his chauffeur's license.

Ans.—Yes.

6. May you allow another person to use your chauffeur's license.

Ans.—No.

7. Must a chauffeur carry his license at all times when driving a motor vehicle?

Ans.—Yes.

8. Is it necessary that you produce your chauffeur's license and hand it to a Police Officer, Constable or Inspector of the Highway Traffic Board for inspection when requested to do so?

Ans.—Yes.

9. Is it necessary that your chauffeur's license be signed by you?

Ans.—Yes.

10. Is a chauffeur's license valid without a photograph of the owner attached thereto?

Ans.—No.

11. What should you do when your chauffeur's license is lost or destroyed?

Ans.—Make application for a duplicate.

12. Is it an offence to make a false statement in any application?

Ans.—Yes.

13. Is a chauffeur permitted to operate motor vehicles other than those shown on the chauffeur's card?

Ans.—No.

14. Where must the license certificate for a motor vehicle be carried?

Ans.—In the cab of the vehicle.

15. How many trailers are permitted behind a Public Service or Commercial Vehicle?

Ans.—One.

16. Is it an offence to throw glass or other material injurious to tires, on the highway?

Ans.—Yes.

17. Is it necessary to see that the license number plates on your truck are kept clean?

Ans.—Yes.

18. When travelling in convoy, what distance should be kept between the vehicles.

Ans.—At least a quarter of a mile.

19. Is it necessary that every motor vehicle be equipped with a horn in good working order?

Ans.—Yes.

20. Is it illegal to pass a motor vehicle travelling in the same direction without sounding your horn.

Ans.—Yes.

21. Is it necessary for every motor vehicle to be equipped with a muffler?

Ans.—Yes.

22. Is it illegal to operate a motor vehicle in any city, town or village with the muffler cut out?

Ans.—Yes.

23. Is it necessary for every motor vehicle to be equipped with a mirror?

Ans.—Yes.

24. How should the mirror in a motor vehicle be placed?

Ans.—So as to have a clear view of the roadway to the rear.

25. What should be done if the rear view from your inside rear view mirror is obstructed by your trailer or van body?

Ans.—Attach a side rear view mirror.

- Ans.—By two separate hitches.

Ans.—Eight feet.

28. What is the maximum allowable load on any one axle provided tire sizes are sufficient?

Ans.—18,000 pounds.

29. What is the maximum regulation weight allowable on any vehicle or combination of vehicles provided tire sizes are sufficient?

Ans.—40,000 pounds.

30. Can the license certificate of a Public Service or Commercial Vehicle be cancelled for overloading the vehicle?

Ans.—Yes.

31. Is it unlawful to overload on any one tire?

Ans.—Yes.

32. What are the daytime speed limits for the following vehicles?

- (a) trucks Ans.—40 miles per hour.
(b) buses. Ans.—50 miles per hour.
(c) School buses. Ans.—35 miles per hour.

33. What is the speed limit on sedan or panel deliveries, station wagons, jeeps and suburban vehicles when licensed with truck plates?

Ans.—40 miles per hour.

34. What is considered a reasonable rate of speed when turning a corner or approaching a street corner or curve?

Ans.—10 miles per hour.

35. When travelling at 20 miles per hour and the foot brakes are applied, within what distance should the fully loaded motor vehicle be capable of stopping?

Ans.—30 feet.

36. When the hand brake is applied, within what distance should it be capable of stopping a fully loaded motor vehicle travelling at 20 miles per hour?
Ans.—55 feet.
37. If a trailer, operated behind a truck, has a carrying capacity in excess of 5,000 pounds, does it require brakes?
Ans.—Yes.
38. Is it permissible to operate any semi-trailer without brakes controlled by the driver?
Ans.—No.
39. Must all brakes be maintained in good working order and properly adjusted at all times?
Ans.—Yes.
40. Should a driver test his brakes before starting out on his day's operation?
Ans.—Yes.
41. Are you required to bring your truck or bus to a full stop before driving over a level railway crossing?
Ans.—Yes.
42. At what distance from a railway crossing must you bring your vehicle to a full stop?
Ans.—Not more than 50 feet or less than 15 feet.
43. Should you change gears when proceeding over a railway crossing?
Ans.—No.
44. Is it necessary to bring your motor vehicle to a stop when about to enter a main or secondary highway?
Ans.—Yes.
45. At what distance must a motor vehicle be brought to a stop before entering a main or secondary highway?
Ans.—Not more than 50 feet and not less than 10 feet.
46. Is it permissible to overtake and pass a school bus on the highway when it is stopped for the purpose of taking on or discharging passengers?
Ans.—No.

47. What are the colours of the following signal lights:
"Go"? Ans.—Green.
"Caution"? Ans.—Amber.
"Stop"? Ans.—Red.
48. If two vehicles enter an intersection at the same time, which vehicle will have the right-of-way?
Ans.—The driver which entered the intersection from the right of the driver of the other vehicle.
49. Should you speed up to an intersection when the green signal light is showing?
Ans.—No.
- 50.—Is it good driving to rush up to a red light and jam on your brakes when approaching an intersection which is governed by traffic lights?
Ans.—No.
51. Is it advisable to overtake and pass another motor vehicle within an intersection?
Ans.—No.
52. Is it illegal to attempt to pass another vehicle going in the same direction on a hill, curve or approach to a bridge?
Ans.—Yes.
53. Is it illegal to refuse to allow another vehicle to pass you on the highway by not keeping to the right of the centre line of the highway?
Ans.—Yes.
54. What should be done if it is impossible to keep to the right side of the centre of the highway in order to allow another vehicle to pass?
Ans.—Come to a stop and help the other vehicle to pass.
55. What must you do if you are driving a motor vehicle on any highway and you should meet or be overtaken by a motor vehicle on which a siren is being sounded?
Ans.—Pull over to the right and stop.

56. Is it necessary to give a proper signal before turning, stopping or changing the direction of your motor vehicle?
Ans.—Yes.
57. How would you put out your hand and arm to show your intention of making:
(a) A left hand turn? Ans.—Straight out.
(b) A right hand turn? Ans.—Up
58. Are you permitted to cross a broken line to change from one traffic lane to another?
Ans.—Yes.
59. Is it legal to make turning signals by means of swinging the door outward?
Ans.—No.
60. If the body or load of the motor vehicle extends more than 24 inches to the left of the centre of the steering wheel, are you required to have directional signals?
Ans.—Yes.
61. Should you slow down before entering a curve?
Ans.—Yes.
62. If a tire blows out when travelling, should you release the clutch and jam on the brakes?
Ans.—No.
63. Is it dangerous to jam on your brakes when travelling around a curve?
Ans.—Yes.
64. Approximately how far should you remain behind another motor vehicle when travelling at 40 miles per hour?
Ans.—Approximately 170 feet.
65. On which part of the highway should you travel when approaching the top of a hill?
Ans.—The right side.
66. Is it dangerous to overtake and pass another motor vehicle near the top of a hill?
Ans.—Yes.

67. What precaution should you take when starting down a steep hill?

Ans.—Shift down into a lower gear.

68. Should you keep your brakes on hard when going down a hill?

Ans.—No.

69. Is it dangerous to release the clutch and coast when going down a hill?

Ans.—Yes.

70. What should you do if you wish to stop your motor vehicle and your foot brake does not hold?

Ans.—Use the emergency brake.

71. Should you attempt to overtake and pass another motor vehicle unless there is plenty of room ahead?

Ans.—No.

72. Must you make sure you are not being overtaken before attempting to overtake and pass another motor vehicle?

Ans.—Yes.

73. Into what gear should you put your motor vehicle when parking:

(a) Facing up a hill?

Ans.—Low gear.

(b) Facing down a hill?

Ans.—Reverse gear.

74. Where there is no curb, in which direction should the front wheels of your motor vehicle be turned when parking:

(a) Facing up a hill?

Ans.—To the right.

(b) Facing down a hill?

Ans.—To the right.

75. Should you release the clutch and jam on the brakes when your motor vehicle starts to skid?

Ans.—No.

76. Which way should your wheels be turned when your motor vehicle skids?

Ans.—Towards the direction of the skid.

77. When coming to a stop on a slippery surface, should you press down solidly on the brake pedal and hold it down?
Ans.—No.
78. When coming to a stop on a slippery surface, should you keep the clutch engaged as long as possible?
Ans.—Yes.
79. In starting on a slippery surface is it advisable to engage the clutch slowly?
Ans.—Yes.
80. Are you permitted to operate a motor vehicle at night with only one headlight burning?
Ans.—No.
81. Should the headlamps cast sufficient light to make objects clearly visible at a distance of at least 300 feet?
Ans.—Yes.
82. Are you required to lower or dim your lights when meeting another vehicle on the highway?
Ans.—Yes.
83. Are you required to lower or dim your lights if stopped on the highway with a vehicle coming in the opposite direction?
Ans.—Yes.
84. Within what distance of another vehicle should lights be lowered or dimmed?
Ans.—400 yards.
85. Is a motor vehicle required to have a tail light?
Ans.—Yes.
86. What colour should a tail light be and at what distance should the light be visible?
Ans.—Red; 300 feet.
87. Do vehicles 80 inches or more require clearance lights?
Ans.—Yes.

88. What colour should the front clearance lights and reflectors be?

Ans.—Amber.

89. What colour should the rear clearance lights and reflectors be?

Ans.—Red.

90. What should be done if the load extends more than five feet beyond the rear of the vehicle:

(a) During daylight hours?

Ans.—Attach a red flag to the end of the extension.

(b) At night?

Ans.—Attach a red light to the end of the extension.

91. When should the clearance lights on your vehicle be used?

Ans.—From sunset to sunrise.

92. What are you required to do if your truck breaks down on the highway:

(a) at night.

Ans.—Set out lights or flares.

(b) during daylight hours?

Ans.—Set out flags.

93. When flares or flages are required to be used, how far to the front and rear of a truck should they be set out?

Ans.—Approximately 100 feet.

94. What is the cause of many night motor vehicle accidents?

Ans.—Driving too fast for the distance you can clearly see ahead.

95. Is night driving different from daylight driving?

Ans.—Yes.

96. Is it safe to drive at the same speed at night as in daylight?

Ans.—No.

97. When driving at night, where should you focus your eyes when meeting a motor vehicle having brilliant headlights?
Ans.—Right hand edge of the road ahead of your motor vehicle.
98. Is it necessary to equip a tractor with lights, when operated at night on the highway?
Ans.—Yes.
99. Is it advisable to run the engine of a motor vehicle in a closed garage.
Ans.—No.
100. What should you do if you begin to get dizzy or drowsy when driving a motor vehicle?
Ans.—Stop and get out of the vehicle.
101. Is it wise to follow another motor vehicle which has a smoking exhaust?
Ans.—No.
102. Does alcohol affect your reaction time?
Ans.—Yes.
103. Does alcohol affect your judgment of distance and speed?
Ans.—Yes.
104. Does the same amount of alcohol affect every person the same?
Ans.—No.
105. Should you drive a motor vehicle after having partaken of alcohol?
Ans.—No.
106. Is it necessary to report a motor vehicle accident in which a person is injured, no matter how slightly?
Ans.—Yes.
107. To whom must you report when you are involved in a motor vehicle accident which results in death or injury to any person or damage to property exceeding \$75.00?
Ans.—Nearest Police Officer or Constable.

108. If you are convicted under Sec. 285(4) of the Criminal Code of Canada of operating a motor vehicle while intoxicated, will your driving privileges be automatically suspended for twelve months?

Ans.—Yes.

109. Could your license be suspended if you were convicted of any offence resulting in damage to property in excess of \$75.00 or injury to any person:

(a) driving a motor vehicle on a highway at an unreasonable rate of speed?

Ans.—Yes.

(b) driving a motor vehicle on a highway in a race or upon a bet or wager?

Ans.—Yes.

(c) failing to return to the scene of an accident, giving necessary assistance or failing to report to police giving required information?

Ans.—Yes.

110. Could your license be suspended if you were convicted of any offence under section 285(6) of the Criminal Code of Canada, such as dangerous driving, reckless driving, failure to remain at the scene of an accident, etc.?

Ans.—Yes.

*Watch carefully when
your view is blocked
and be prepared to stop.*

Pedestrian →



Hand Signal Shall Be Given from the
Left Side of the Vehicle.

ILLUSTRATION

No. 1

**LEFT
TURN**



No. 2

**RIGHT
TURN**



No. 3

**STOP
OR
SLOW**



The Man Behind Can't Read Your Mind. SIGNAL!

(Chapter 62—1938—O.C. 542/39).

The above are the generally recognized signals.